

Names (max. 2): _____

Title: _____ Project #: _____

CMed 20/30

AUDIO – Interview

Description

This project requires you with a crew (maximum 2) to produce a 4-minute **non-fiction** audio interview with a 30-second commercial. Your interview must include radio station id, people and topic introductions, open-ended conversation style actual interview with a 30-second commercial in the middle and conclusion as well as background opening and closing music.

Format

Choose a person of interest to conduct an interview with. The interview should have a topic of focus and permission and arrangements must be made with that person. It can be someone at the school but does not have to be. The interview can be done at school or 'on location' depending on what works best with the interviewee. Remember – this is NOT a piece of fiction.

The interview recording can be done with any device that is compatible with school hardware and software. It is best to test compatibility in advance to avoid unnecessary difficulties.

Pre-Production Elements

Create a brief outline – a paragraph or two describing the person and topic of interest. Create a list of interview questions – try to keep them open-ended, start out factual and build up. Be ready to deviate from your question list based on the interviewee's responses.

Rehearse asking your questions. Watch for proper pronunciation, especially names. Yes, you will be able to have the script in front of you since this is audio only but we should NOT hear papers rustling or hesitation in voices. We should hear tone, inflection and feeling in the questions read. This is also a good time to test the limits of your recording equipment – how close does the mic/device have to be? What if the person speaks quietly? If outdoors, is weather interfering with recording quality? Consider anything that might interfere with sound quality and find a way to work around it.

Also, note the items in the scoring table below.

Scoring (20% - 25%)

	Hard copy	E-file
<input type="checkbox"/> Outline – typed and printed	✓	X
<input type="checkbox"/> Questions – typed and printed	✓	X

Production Elements

Complete the interview with minimal background noise and/or disturbances. The interview itself must be completed properly the first time. Record your introductions before beginning the question phase. Leave pauses at the end of the interviewee's responses in case they choose to add to their answer. Don't forget to conclude with a thank you for the interviewee's time.

At any point before or after the interview the commercial portion as well as the station id can be recorded in the classroom.

Scoring (30% - 40%)

- ☐ sufficient duration (min. 4 minutes including introductions, interview and commercial)
- ☐ voices are clear with proper pronunciations, no interference of background noises
- ☐ free of static, echo, pops, cuts; recorded at reasonable level (not too loud or quiet)
- ☐ audio is at a consistent level throughout

Post-Production Elements

Using available audio software, make cuts and edits where necessary. Adjust levels where needed and remove any static, pops, etc. as much as possible.

Add music and sound effects in at this point where required and make any necessary adjustments to the levels.

Get a Peer Review and be prepared to make some last-minute changes. Export the final production as an **mp3** file.

Complete a Project Reflection form.

Scoring (30% - 50%)

	Hard copy	E-file
<input type="checkbox"/> Peer Review	X	✓
<input type="checkbox"/> Audio file saved to proper folder as an mp3	X	✓
<input type="checkbox"/> Project Reflection form	X	✓

SUMMARY

A single element, done well, can be outstanding, however, done poorly, can bring down the entire feel of the entire production. Weight each category accordingly. Total must equal 100.

Category	Weight Range	Choose a weighting	Score
Pre-production	20% to 25%		
Production	30% to 40%		
Post-production	30% to 50%		

TOTAL	100%	
-------	------	--